

CENTRAL INTELLIGENCE AGENCY

WASHINGTON, D.C. 20505

26 September 1983

Colonel Frederick T. Kiley, USAF
Research Directorate
National Defense University
Fort McNair
Washington, DC 20319

Dear Colonel Kiley:

I am sorry not to have sent you instructions sooner for Lieutenant Colonel Wilhelm's proposed request for access to CIA classified documents. As we discussed in our telephone conversation of 9 September, I shall enclose a copy of the "CIA Records Access Policy," which explains our procedures. We shall treat the NDU Research Directorate as in effect a government historical office, and of course CIA itself will be the repository concerned.

The formal request letter should be as specific as possible in identifying the records that Lieutenant Colonel Wilhelm would like to see, and should preferably be signed by the President of the National Defense University. To give you an idea of the kind of letter we need, I shall enclose a copy of a recent State Department request.

Please give me a call if I can give you any more information.

Yours sincerely,

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J. Kenneth McDonald
Chief Historian

Enclosures

HS [unclear]